

Whitley Bay Big Local
Trustees' Report and Unaudited Accounts
for the year ended 31st March 2020
Company No. CE010450

Whitley Bay Big Local

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Whitley Bay Big Local**Legal and Administrative Information****Trustees:**

Peter Berry
Carmen Borger
Jessica Burns
Daniel Crowe
Alan Dickinson - Resigned October 2019
Jane Flowers - Resigned February 2020
Helen Frankenberg
Dimitrios Farmakis
Suzanne Halliwell
Lucy Harland
Marie-Louise O'Hanrahan
Laura Rush

Contact Address:

158 Whitley Road
Whitley Bay
Tyne and Wear
NE26 2LY

Independent Examiner:

P. S. Hutchinson BSc FCA
Harrison Hutchinson Ltd
246 Park View
Whitley Bay
NE26 3QX

Whitley Bay Big Local

Trustees' Report

for the year ended 31st March 2020

Structure, governance and management

The charity is constituted as a Charitable Incorporated Organisation registered with the Charity Commission under Registered Charity No.1171848.

The trustees are responsible for the management and administration of the charity. The trustees give their time freely and receive no remuneration or other financial benefits.

Objectives and activities

The objects of the charity are:

"To promote for the benefit of the inhabitants of the community of Whitley Bay and, in particular, those inhabitants in need of relief from financial hardship due to their social and/or economic circumstances by associating together the said inhabitants, and the statutory authorities, voluntary and other organisations in a common effort to improve facilities and service provision in the interest of social welfare, community cohesion and improving conditions and life chances for local residents."

The activities of the charity are:

Whitley Bay Big Local is a Big Lottery funded, community-led initiative to enable all who live or work in the Big Local area to get together to improve the community and make the town a place to be proud of.

Whitley Bay Big Local (WBBL) is one of 150 community-led groups throughout England and Wales who have been granted £1 million to be spent over 10 years. The grant is overseen by a national body called Local Trust and used to support people living in a targeted geographical community to identify issues of concern, propose solutions and resource those ideas.

The overall national programme 'outcomes' that we are working towards are:

- Communities will be better able to identify local needs and take action in response to them
- People will have increased skills and confidence, so that they continue to identify and respond to needs in the future
- The community will make a difference to the needs it prioritises
- People will feel that their area is an even better place to live.

The WBBL area has been granted Big Local Lottery funding because it is a "pocket of deprivation" within an affluent area". Areas like ours missed out on funding in the past and the WBBL Partnership Board are committed to making the best possible use of this funding to benefit our whole community.

In March 2017, after 4 years operating as an un-constituted community group, Whitley Bay Big Local registered as a Charitable Incorporated Organisation (CIO), registered with the Charity Commission in England and Wales, registration No: 1171848.

Consultation with our community highlighted key strengths such as our beautiful coastline, fantastic schools and our friendly, inclusive and creative community. However, there are a number of persistent and underlying local issues that motivate Whitley Bay Big Local Trustees to work with local people and other partners to help to make Whitley bay a better place to live, work and visit.

Our work focused on two key 'themes' in 2019/20:

- Environment - helping to improve how Whitley Bay looks for residents and visitors
- People - supporting members of our community that need it and improving people's day-to-day lives

Whitley Bay Big Local

Trustees' Report (cont'd)

for the year ended 31st March 2020

Achievements and performance for the year ended 31st March 2020

On 1st April 2019, WBBL entered the 6th year of Local Trust/National Lottery funded activity, and the 1st year of a new/approved 3 year plan. The plan was put together in response to community consultation and research and aimed to respond to identified needs and the type of things local people wanted to see happen to improve the town. The plan is there to focus delivery and guide the WBBL Board when making decisions about using the Local Trust/Lottery funding. To date, the profiled expenditure across the plan period is on track - detailed, up to date, financial reports are available on request.

In Whitley Bay Big Local's second year of operating as a CIO we continued to lead on and facilitate community based activities and projects. Some of these are directly delivered, and others delivered by partners, volunteers and local groups/agencies. Whitley Bay Big Local operated from a community base at 158 Whitley Road - the town's former Job Centre building. The Shop provided a space for a range of community activities and drop-ins that grew in both diversity and reputation during 2019/20.

An increasing number of external organisations, groups and individuals used the space for one-off events and meetings as well as regular programmed activities. Local people have been supported to develop regular and one-off activities, especially those with Small Sparks grants, and to try volunteering in special ways – such as producing community lunches, buying supplies for Knit and Natter sessions, opening and closing up to accommodate groups, serving refreshments, cooking for others, playing music, running craft sessions, donating clothes and looking after the building.

The building became the new identifiable base of Whitley Bay Big Local in the town centre, following a move from smaller premises that we had occupied for two and a half years. Regular open / drop in sessions were held over the year and attracted local residents and others that experience a degree of vulnerability, social isolation and/or have specific needs or issues such as poor mental health, homelessness and rough sleeping, substance use and long-term health conditions.

Whitley Bay Big Local CIO continued to develop the use of funding awarded by North Tyneside Council to build links with local GPs and provide opportunities for people experiencing loneliness and social isolation. Activities supported by that resource were developed throughout 2019/20. We launched a volunteer led initiative called Happy to Chat – a way of people that just want to talk to someone can identify one of a network of volunteers. This initially small-scale idea was taken up by others in North Tyneside and illustrates how Whitley Bay Big Local can create new and innovative projects aimed at supporting people that feel lonely, isolated, unsure or marginalised.

The first floor of the building is home to the Creative Civic Change project – a £205,000 funded 3-year arts and creative project that started in May 2019. Working with our delivery partner, Salto Arts, the programme aims to engage local people that might not otherwise participate in artistic activities, learning and sharing skills with Community Carnival as the focus. Initial workshops provided a good platform to get the programme started but delivery was curtailed and reshaped due to Covid-19 restrictions in March 2020.

We were awarded £8,000 by the Social Investment Business to fund work with external consultants from the national Reach Fund. This supports charities and community organisations to become 'investment ready' and develop their business/financial plans.

Whitley Bay Big Local

Trustees' Report (cont'd)

for the year ended 31st March 2020

The Covid 19 pandemic and lock-down impacted our entire delivery towards the end of 2019/20. As the crisis started, our Community Involvement Coordinator started to reshape community engagement work and develop active partnerships with individuals, community groups and agencies to offer support to vulnerable, isolated/shielding local people – many of whom were not recognised by emerging statutory service responses.

Future Plans -2020/21 and beyond

In our 7th year of operations and 3rd year as a CIO, we aim to further strengthen our volunteer board and bring the number of Trustees back up to the maximum of 12, with a higher ratio of Big Local area residents influencing the charity's strategic direction, delivering on the key themes in our current plan and effectively managing resources on behalf of the local community.

We hope to develop partnership work with Barnardo's The Base local youth project. Specifically, we aim to create an inter-generational creative project that brings older and younger members of the community together to celebrate their town through creative projects.

Our Environment Theme Group has plans to develop local amenities and create facilities such as seafront showers and drinking water points, as well as an outdoor gym on the town's promenade.

At the time of writing we are working towards securing a new 5-year lease on our building. We had an option to purchase the premises during our first year in occupation but a combination of market conditions/valuation and the Covid-19 crisis meant that that was put on hold. We aim to further develop the use of and diverse activities at our base at 158 Whitley Road. This will involve us ensuring the building is fit for purpose and 'Covid secure' when we are in a position to open to the public once more, in line with government guidance and with the health and safety of those that visit and work in the building as paramount.

Financial review

WBBL has secured funding to ensure it has adequate funding to operate for the next 4 years.

Gross incoming resources for the year amounted to £251,374 with £192,919 being carried forward onto the next charity year. The charity has no long-term investments. Cash resources are held in a bank account, held and managed on WBBL's behalf by New Prospects Association.

Additionally, resources including donations to support the charity and external grant funding and - such as Creative Civic Change payments and the Council grant mentioned above - are managed in an independent bank account directly by WBBL CIO. Two Trustees are signatories alongside two colleagues from New Prospects Association.

The Whitley Bay Big Local Trustee Board will ensure they offer appropriate community consultation opportunities and celebrate achievements throughout 2019/20. There continues to be some challenging and exciting times ahead for Whitley Bay Big Local during 2020/21. This will enable us to deliver the ambitions in our current plan, attract new external project funding to be administered by the CIO and to work towards our aim of: "making Whitley Bay an even better place to live, work and visit".

Whitley Bay Big Local**Trustees' report (cont'd)****for the year ended 31st March 2020****Reserves policy**

At this stage in the development of the charity there are no reserves as such. A reserves policy will be developed in due course as required.

Investment policy

The charity has no long-term investments. The cash reserves are held by New Prospects Association - WBBL's 'Locally Trusted Organisation' along with a new CIO bank account. New Prospects holds and manages a bank account on behalf of WBBL as contracted by Local Trust.

Statement of trustees' responsibilities

The charity trustees are responsible for preparing an annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees for the purposes of charity law who served during the year and up to the date of this report are set out on page 1. The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website.

Approved by the trustees on 26th November and signed on their behalf by



Suzanne Halliwell
Trustee

Whitley Bay Big Local

Independent Examiner's Report to the Trustees of Whitley Bay Big Local for the year ended 31st March 2020

I report on the accounts of the charity for the year ended 31st March 2019 which are set out on pages 4 to 6.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees, as a body, for my work or for this report.

Respective responsibilities of the trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011) and that an independent examination is needed. It is my responsibility to:

- examine the accounts (under section 145 of the Act),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Act), and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act; have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

P. S. Hutchinson BSc FCA
Chartered Accountant
246 Park View
Whitley Bay
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NE26 3QX

Whitley Bay Big Local

Statement of financial activities

for the year ended 31st March 2020

	Notes	<u>Restricted</u> £	<u>Unrestricted</u> £	Totals 2020 £	Totals 2019 £
Incoming resources					
Incoming resources from generated funds					
Voluntary income	2	79,068	9,703	88,771	26,479
Activities for generating funds	3	77,248	-	77,248	117,325
Investment income		-	-	-	-
Other incoming resources	4	85,355	-	85,355	40,724
Total incoming resources		<u>241,671</u>	<u>9,703</u>	<u>251,374</u>	<u>184,528</u>
Resources expended					
Costs of generating funds					
Grants and awards	5	-	-	-	30,000
Shop activities	6	15,330	-	15,330	28,842
Charitable activities					
Donations	7	3,298	-	3,298	18,800
Events	8	97,828	100	97,928	53,508
Governance costs	9	46,998	4,045	51,043	19,489
Total resources expended		<u>163,454</u>	<u>4,145</u>	<u>167,599</u>	<u>150,639</u>
Net incoming/(outgoing) resources		78,217	5,558	83,775	33,889
Reconciliation of funds					
Total funds brought forward		<u>51,214</u>	<u>40,776</u>	<u>91,990</u>	<u>58,101</u>
Total funds carried forward		<u><u>129,431</u></u>	<u><u>46,334</u></u>	<u><u>175,765</u></u>	<u><u>91,990</u></u>

The notes on pages 6a to 6d form an integral part of these financial statements

Whitley Bay Big Local

Balance sheet

As at 31st March 2020

	Notes	2020		2019	
		£	£	£	£
Current assets					
Debtors	10	159,258		74,636	
Cash at bank and in hand		16,927		17,774	
		<u>176,185</u>		<u>92,410</u>	
Creditors: amounts falling due within one year	11	<u>(420)</u>		<u>(420)</u>	
Net current assets			175,765		91,990
Net assets		£	<u>175,765</u>	£	<u>91,990</u>
Funds					
Restricted	12		129,431		51,214
Unrestricted			46,334		40,776
		£	<u>175,765</u>	£	<u>91,990</u>

Approved by the trustees on 26th November
and signed on their behalf by Suzanne Halliwell



Trustee

The notes on pages 6a to 6d form an integral part of these financial statements

Whitley Bay Big Local
Notes to the financial statements
for the year ended 31st March 2020

1. Accounting policies

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005) issued in March 2005 and applicable UK Accounting Standards and the Charities Act 2011.

Fund accounting

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed.

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have set aside resources for a specific purpose.

Incoming resources

All incoming resources are recognised once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable.

Investment income is included when received.

Resources expended

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Costs of generating funds

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of fundraising.

Governance costs

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include costs linked to the strategic management of the charity.

Irrecoverable VAT

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Whitley Bay Big Local

Notes to the financial statements

for the year ended 31st March 2020

2. Voluntary income

	2020	2019
	£	£
Donations	11,801	14,379
NTC Grant	(2,098)	12,100
Reach access fund	8,000	-
Local Trust CCC	71,068	
	<u>88,771</u>	<u>26,479</u>

3. Activities for generating funds

	2020	2019
	£	£
Fundraising events	9,000	23,000
Community shop activities	2,000	5,000
Benefit advice	-	10,000
Food project	1,500	-
Support vulnerable residents	-	2,000
Barnardo's	-	10,000
Base - shop	12,100	24,200
Delivery - roles	52,648	43,125
	<u>77,248</u>	<u>117,325</u>

4. Other incoming resources

	2020	2019
	£	£
Marketing	-	15,200
Volunteers	-	-
Environment	24,130	25,000
Finance fee	1,725	524
Investing in a community building	59,500	-
	<u>85,355</u>	<u>40,724</u>

5. Grants and awards

	2020	2019
	£	£
Grants	-	30,000
Access Reach Fund	-	-
	<u>-</u>	<u>30,000</u>

Whitley Bay Big Local

Notes to the financial statements

for the year ended 31st March 2020

6. Shop activities

	2020	2019
	£	£
Shop expenses	2,627	1,627
Workers	495	745
Rent	9,812	19,200
Insurance	409	591
Light and heat	1,016	4,428
Cleaning	-	1,170
Repairs	-	718
Advertising and marketing	133	-
Telephone	838	363
	<u>15,330</u>	<u>28,842</u>

7. Donations

	2020	2019
	£	£
Barnardo's	-	10,100
Sundry	3,298	8,700
	<u>3,298</u>	<u>18,800</u>

8. Events

	2020	2019
	£	£
Projects	56,013	13,668
Narrative works	-	-
Workshops	3,061	7,140
Workers	38,854	32,700
	<u>97,928</u>	<u>53,508</u>

9. Governance

	2020	2019
	£	£
Training	-	45
Computer costs	46	263
Advertising and marketing	438	-
Caretaker	5,580	8,948
Repairs	8,593	-
Consultancy	-	480
Accountancy	420	420
Room hire	100	292
Admin fee	6,756	4,285
Board development	-	273
Travelling expenses	68	356
Postage, printing and stationery	-	633
Professional fees	11,457	3,494
Office costs	9,585	-
Consultancy	8,000	-
	<u>51,043</u>	<u>19,489</u>

Whitley Bay Big Local

Notes to the financial statements

for the year ended 31st March 2020

10. Debtors

	2020 £	2019 £
Funds held by third party	114,161	61,127
Budget short	13,509	13,509
Rest of year finance fee	6,588	-
Prepayments	25,000	-
	<u>159,258</u>	<u>74,636</u>

11. Creditors: amounts falling due within one year

	2020 £	2019 £
Accruals	420	420
	<u>420</u>	<u>420</u>

12. Restricted funds

	Balance b.fwd	Incoming resources	Resources expended	Balance c.fwd
Donations	7,205	-	-	7,205
Coordination	-	69,548	(58,851)	10,697
Premises and engagement	15,013	-	-	15,013
Environment	21,491	24,130	(10,350)	35,271
People and Wellbeing	1,190	12,500	(6,316)	7,374
Finance fee	2,402	1,725	-	4,127
Creative Change	3,913	-	-	3,913
Local Trust CCC	-	66,268	(49,270)	16,998
Access Reach fund	-	8,000	(8,000)	-
Investing in Community Bulding	-	59,500	(30,667)	28,833
	<u>51,214</u>	<u>241,671</u>	<u>(163,454)</u>	<u>129,431</u>